



Wales Foundation School

A guide for Foundation Doctors commencing August 2018

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Welcome and contact details

We aim to ensure that you enjoy your time as a Foundation Programme Doctor within the Wales Foundation School, which is why we have written this guide so you are aware of what you can expect and what is expected of you as a Foundation Doctor. This guide contains just some of the key information that you will need throughout your time as a Foundation Doctor. In addition to the guide, the Wales Foundation School will send monthly email bulletins and regular updates.

Your local Foundation Programme Director and Postgraduate Centre will provide you with key information throughout the programme, but should you have any queries that cannot be answered locally, the team in the Wales Foundation School are only too happy to help. In the first instance please visit our website:- <https://foundation.walesdeanery.org/>

If you are unable to find the answer on our website, please contact a member of the team below.

Dr Tom Yapp	Associate Dean (Foundation)	YappTR@cardiff.ac.uk	+44 (0)29 206 87487
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There are 14 Foundation Programme Directors (FPDs) based across Wales, their responsibility is to ensure that a quality programme is being delivered and that each trainee doctor is adequately supervised throughout their training. The FPDs are also responsible for assessing each Foundation Doctor at the end of their F1 & F2 years and to provide additional support to those trainees who require it.

Foundation Programme Director	Location
Dr Amanda Farrow	Princess of Wales Hospital, Bridgend, ABMU East
Dr Pramodh Vallabhaneni	Morrison Hospital, Swansea, ABMU (West)
Dr Rhodri Edwards	Singleton/Morrison Hospital, Swansea ABMU West
Dr Francis Subash	Royal Gwent, Newport, Aneurin Bevan
Dr Christopher Lloyd	Glan Clwd Hospital, Rhyl, Betsi Cadwaladr Central
Mr Hemant Maraj	Wrexham Maelor Hospital, Wrexham. Betsi Cadwaladr East
Dr Alison Ingham	Ysbyty Gwynedd, Bangor, Betsi Cadwaladr West
Dr John Dunne	University Hospital of Wales, Cardiff, Cardiff and Vale
Dr Karl Davis	University Hospital of Wales, Cardiff, Cardiff and Vale
Dr Philip Evans	Royal Glamorgan Hospital, Pontyclun, Cwm Taf South
Dr David Deekollu	Prince Charles Hospital, Merthyr Tydfil, Cwm Taf North
Dr Will Mackintosh	Prince Philip Hospital, Llanelli, Hywel Dda Carmarthenshire
Dr Masarat Syed	Bronglais General, Aberystwyth, Hywel Dda Ceredigion
Dr Sumant Kundu	Withybush General, Haverfordwest, Hywel Dda Pembrokeshire

Resources

The following documents have been produced by the UK Foundation Programme Office and can be downloaded from their website: www.foundationprogramme.nhs.uk

- **Foundation Programme Reference Guide 2016**

The Foundation Programme Reference Guide (formerly known as the Operational Framework) provides guidance to Local Education Training Boards (LETBs), deaneries and foundation schools about the structures and systems required to support the delivery of the 'Foundation Programme Curriculum 2016'.

<http://www.foundationprogramme.nhs.uk/pages/curriculum-eportfolio/e-portfolio/reference-guide>

- **Foundation Programme Curriculum 2016**

'The Foundation Programme Curriculum 2016 (the curriculum) sets out the framework for educational progression that will support the first two years of professional development, following graduation from medical school.' This document summarises the skills, knowledge and competence levels you are expected to have attained in order to complete Foundation Training.

<http://www.foundationprogramme.nhs.uk/curriculum/>

- **Rough Guide to the Foundation Programme 2015**

This guide explains how the Foundation Programme works and will help you get the most out of your first two years of clinical practice. It covers a range of topics including what to expect in F1 and F2, how your e-portfolio works, advice on completing your assessments and information to help you plan your career. It also covers what to do if things are not going well in your placement.

<http://www.foundationprogramme.nhs.uk/pages/resource-bank/archive>

Educational and Clinical Supervision.

You will be assigned to an Educational Supervisor at the start of the F1 and F2 year. This person will remain your educational supervisor for the duration of the year and they will also be your named clinical supervisor for your first 4 month placement.

When you move onto placements 2 and 3 you will be allocated to a new named clinical supervisor.

You will be expected to meet with your Educational supervisor at the start and end of your first 4 month placement and then at the end of placements 2 and 3. Your Educational supervisor will liaise with your clinical supervisors throughout the year to review your progress.

Assessment during Foundation Training and the Foundation Learning Portfolio (TURAS)

The Foundation Programme requires that all foundation doctors complete supervised learning events (SLEs) and formal assessments as evidence of their professional development. Formal assessment of your progress will be made at the end of each 4-month placement and at the end of F1 and F2. Different tools are used for SLEs and assessments. It is your responsibility to maintain and develop your Portfolio (TURAS), as a record of your professional development. The following assessments must be completed each year:

Assessment	Frequency	F1 or F2
15 Core procedures	Throughout F1	F1
20 Professional Capabilities	Throughout F1 & F2	F1 & F2
Team assessment of behaviour (TAB)	These are completed in each of the first two placements. A third tab may be required if problems are identified.	F1 & F2
Combined Supervisor Induction Meeting	Placement 1	F1 & F2
Clinical Supervisor Induction Meeting	Placements 2 & 3	F1 & F2
Combined Supervisor end of placement report	Placement 1	F1 & F2
Clinical Supervisor end of placement report	Placements 2 & 3	F1 & F2
Educational Supervisor end of placement report	Placements 2 & 3	F1 & F2

Supervised learning event	Recommended minimum number
<i>Direct observation of doctor/patient interaction:</i>	
Mini-CEX	2 (or more) per placement
DOPS	2 (or more) per placement
Case-based discussion (CBD)	2 (or more) per placement
Developing the clinical teacher	1 per year

The Wales Foundation School uses an electronic portfolio called TURAS which can be accessed at: <https://turasportfoliowales.nes.digital/>. Your local postgraduate centre will issue you with your login details so that you may access TURAS, should you experience any difficulties accessing or using the system, advice can also be sought from your local Postgraduate Centre or Foundation Training Programme Director.

Further information regarding assessments and SLEs can be found in the Foundation Programme Curriculum 2016 - on the Foundation Programme Office website.

Please note that the number of required assessments and SLEs are defined in this booklet for the Wales Foundation School. Additionally, information regarding the TAB assessment is provided below, as there are Wales specific dates that you will need to adhere to.

Team assessment of behaviour (TAB)

What is the purpose of team assessment of behaviour (TAB)?

TAB is the multi-source feedback tool that is used in the foundation programme. TAB comprises collated views from a range of multi-professional colleagues. It is mapped to the self-assessment tool with identical sections. The foundation doctor is responsible for organising TAB and should arrange this in a timely fashion. The educational supervisor cannot sign off the foundation doctor unless a valid and satisfactory TAB has been completed.

The TAB assessment will be carried out at the end of your first and second placements in both the F1 and the F2 year. A third TAB may be required if problems are identified in either of the first two assessments. The timings for the TAB assessments are as follows:-

- This process should be started in the weeks commencing
 - **Monday 15th October 2018 (1st placement)**
 - **Monday 18th February 2019 (2nd placement)**
 - **Tuesday 27th May 2019 (3rd placement – only if problems are identified in first 2 TABS)**
- All forms must be submitted electronically by your assessors, no later than: -
 - **Friday 2nd November 2018 (1st placement)**
 - **Friday 8th March 2019 (2nd placement)**
 - **Friday 7th June 2019 (3rd placement – only if problems are identified in first 2 TABS)**

For each assessment, the foundation doctor must complete a self-assessment of behaviour before inviting raters to contribute to the TAB process. Self-TAB will include reflection on personal performance. The foundation doctor and the educational supervisor should then agree on 15 raters/assessors. A minimum of 10 returns are required. The required mix of raters/assessors must include at least:-

- 2 consultants or trained GPs. The named educational (ES) /clinical supervisor (CS) should normally be used as an assessor.
- 1 other doctor more senior than F2.
- 2 Senior nurses (band 5 or above)
- 2 allied health professionals
- Other team members including ward clerks, secretaries and auxiliary staff.

Following TAB, the foundation doctor should reflect on any sections in which there is variance between their self-rating and that of the assessors. The doctor should discuss significant discrepancies with their educational supervisor.

Annual Review of Competence Progression (ARCP)

Towards the end of your F1 / F2 year, your local Foundation Programme Director will convene an ARCP panel, to review the progress of all foundation doctors in their programme. Further information regarding the ARCP process can be found in 'The Foundation Programme Reference Guide 2016' and from the following website:- <http://www.foundationprogramme.nhs.uk/pages/resource-bank/curriculum-eportfolio>

The ARCP Panels will be held in May / June 2019, half way through your 3rd post. As a consequence you will only have until the end of May 2019 to populate your e-portfolio with evidence for sign off. Your Educational supervisor will have to complete an end of year report prior to your ARCP panel.

Further information regarding your ARCP will be sent to you throughout the year from the Wales Foundation School and you can get further information on this from your Postgraduate Centre.

Absence from Training

The GMC has determined that 20 days (when the doctor would normally be at work) is the maximum permitted absence within each 12 month period of the Foundation Programme (F1 and F2). Where a doctor's absence goes above 20 days (when a doctor would normally be at work), this will trigger a review of whether they need to have an extra period of training.

The absence includes all forms of absence such as sickness, maternity, compassionate paid/unpaid leave other than study (including taster weeks) or annual leave.

All absences should be recorded in your e-portfolio account throughout the year, should you go over the 20 days then you will need to ensure that you have informed your Foundation Programme Director, Postgraduate Centre and the Wales Foundation School.

The GMC guidance on this can be found on the GMC website:

http://www.gmc-uk.org/Absence_from_training_in_the_Foundation_Programme_Jun_13.pdf 52344411.pdf

Cardiff University E Resources

Training grade doctors are entitled to a Cardiff University Email address, Wi-Fi access (Eduroam) and access to the extensive web based library including e-journals, e-books and major databases such as MEDLINE, Cochrane and PsycINFO and up-to-date. For more information on these please visit the following link to view the leaflet.

[https://bssu.walesdeanery.org/sites/default/files/E-Trainees2015%20\(Libraries\).pdf](https://bssu.walesdeanery.org/sites/default/files/E-Trainees2015%20(Libraries).pdf)

e-Learning for Healthcare (eLfH)

e-LfH is a Health Education England Programme in partnership with the NHS and Professional Bodies providing high quality content free of charge for the training of the NHS workforce across the UK.

The online training sessions enhance traditional learning, support existing teaching methods and provide a valuable reference point. They are designed and built to be engaging and interactive, using quality images, video, audio and animation to help trainees learn and retain knowledge. Content is presented using various templates such as 'real-life' scenarios, case studies and 'knowledge bites'.

You will have been e-mailed your log in details for this directly from eLfH but your local Postgraduate Centre will have a list of accounts already created so you can check with them. You can also register yourself at the following: <http://portal.e-lfh.org.uk/register>

Further information on this can be found using this link <http://www.e-lfh.org.uk/home/>

Progression and F1 sign off

Provisional registration and a licence to practise with the GMC	To undertake the first year of the Foundation Programme doctors must be provisionally registered with the GMC and hold a licence to practise. In exceptional circumstances (e.g. refugees), a fully registered doctor with a licence to practise may be appointed to the first year of a foundation programme.
Completion of 12 months F1 training (taking account of allowable absence)	The maximum permitted absence from training, other than annual leave, during the F1 year is 20 days (see GMC guidance on sick leave for provisionally registered doctors).
A satisfactory induction meeting for each placement.	If the F1 doctor has not satisfactorily completed one placement but has been making good progress in other respects, it may still be appropriate to confirm that the F1 doctor has met the requirements for satisfactory completion of F1. If this is the case, the FTPD/T (or equivalent) should discuss this with the Foundation School Director. The last end of placement review must be satisfactory.
Satisfactory educational supervisor's end of placement reports	
Satisfactory clinical supervisor's end of placement reports	If the F1 doctor has not satisfactorily completed one placement but has been making good progress in other respects, it may still be appropriate to confirm that the F1 doctor has met the requirements for satisfactory completion of F1. The last end of placement review must be satisfactory.
Satisfactory completion of the required number of assessments	Team assessment of behaviour (TAB) Minimum of 2 per year.
	Core procedures (all 15 GMC mandated procedures)
20 Foundation Professional Capabilities	Each 'foundation professional capability' describes a key clinical or professional aspect of medical practice. Foundation doctors must provide evidence of how their achievements related to each 'foundation professional capability' meet or exceed the expected minimum standard of performance for their year of foundation training. In order to progress to the next stage of training foundation doctors will be assessed at the end of each year of training. Progression will be dependent on meeting or exceeding the minimum expected standard of performance in each of the 'foundation professional capabilities'.
Post assessment form	A post assessment form must be completed for each 4-month placement.
A valid Advanced Life Support certificate	If the certificate has expired, it may be appropriate to accept evidence that the doctor has booked to attend a refresher course.
Evidence of participation in systems of quality assurance and quality improvement projects	Foundation doctors should take part in systems of quality assurance and quality improvement in their clinical work and training. This includes completion of the national trainee survey and any end of placement surveys
Completion of the required number of Supervised Learning Events	Direct observation of doctor/patient interaction: 6 x Mini CEX (2 per placement) 6 x DOPS (2 per placement) 6 x Case-based discussion (CBD) (2 per placement)
	Developing the clinical teacher (one per year)
Satisfactory Completion of the Prescribing Safety Assessment (F1)	To be completed by the end of the F1 year.
Revalidation Completed	Form R completed in 3 rd post.
An acceptable attendance record at generic foundation teaching sessions	It is recommended that postgraduate centres (or equivalent) provide a record of attendance for each F1 doctor. It has been agreed that an acceptable attendance record should typically be 70%. However, if the F1 doctor has not attended 70% of teaching sessions for good reasons, it may still be appropriate to confirm that the F1 doctor has met the required standard. If there are concerns regarding engagement or if attendance is below 50%, the FTPD/T should discuss this with the FSD.
Signed probity and health declarations	Separate forms must be signed for each year of foundation training (F1 and F2). This is in addition to the Declaration of Fitness to Practise required by the GMC when applying for full registration.

Progression and sign off in F2

Full registration and a licence to practise with the GMC	To undertake the second year of the Foundation Programme, doctors must be fully registered with the GMC and hold a licence to practise.
Completion of 12 months F2 training (taking account of allowable absence)	The maximum permitted absence from training other than annual leave during the F2 year is 20 days (See GMC guidance for further information).
A satisfactory induction meeting for each placement.	If the F2 doctor has not satisfactorily completed one placement but has been making good progress in other respects, it may still be appropriate to confirm that the F2 doctor has met the requirements for satisfactory completion of F2. If this is the case, the FTPD/T (or equivalent) should discuss this with the Foundation School Director. The last end of placement review must be satisfactory.
Satisfactory educational supervisor's end of placement reports	
Satisfactory clinical supervisor's end of placement reports	If the F2 doctor has not satisfactorily completed one placement but has been making good progress in other respects, it may still be appropriate to confirm that the F2 doctor has met the requirements for completion of F2. The last end of placement review must be satisfactory.
Satisfactory completion of the required number of assessments	Team assessment of behavior (TAB) Minimum of 2 per year.
	Evidence that the foundation doctor can carry out the procedures required by the GMC. <i>The core procedures from F1 do not need to be repeated in F2, but evidence of the F1 sign off is required for successful completion of the Foundation Programme</i>
Post assessment form	A post assessment form must be completed for each 4-month placement.
A valid Advanced Life Support certificate	If the certificate has expired, it may be appropriate to accept evidence that the doctor has booked to attend a refresher course.
Evidence of participation in systems of quality assurance and quality improvement projects	The Curriculum requires that F2 doctors manage, analyse and present at least one quality improvement project and use the results to improve patient care. F2 doctors are also required to complete the national trainee survey and any end of placement surveys.
Completion of the required number of Supervised Learning Events	Direct observation of doctor/patient interaction: 6 x Mini CEX (2 per placement) 6 x DOPS (2 per placement)
	6 x Case-based discussion (CBD) (2 per placement)
	Developing the clinical teacher <i>(minimum of one per year)</i>
20 Foundation Professional Capabilities	Each 'foundation professional capability' describes a key clinical or professional aspect of medical practice. Foundation doctors must provide evidence of how their achievements related to each 'foundation professional capability' meet or exceed the expected minimum standard of performance for their year of foundation training. In order to progress to the next stage of training foundation doctors will be assessed at the end of each year of training. Progression will be dependent on meeting or exceeding the minimum expected standard of performance in each of the 'foundation professional capabilities'.
Revalidation Completed	Form R completed in 3 rd post.
An acceptable attendance record at foundation teaching sessions	It is recommended that postgraduate centres (or equivalent) provide a record of attendance for each F2 doctor. It has been agreed that an acceptable attendance record should typically be 70%. However, if the F2 doctor has not attended 70% of teaching sessions for good reasons, it may still be appropriate to confirm that the F2 doctor has met the required standard. If there are concerns regarding engagement or if attendance is below 50%, the FTPD/T should discuss this with the FSD.
Signed probity and health declarations	A separate form should be signed for F2. This is in addition to the Declaration of Fitness to Practise required by the GMC when applying for full registration.

Checklist of evidence required for F1 or F2 sign off

	Details	Requirements	✓/X
	Provisional registration and a licence to practice with the GMC (F1) Full registration and a licence to practice with the GMC (F2)		
	Completion of 12 months of F1/F2 training (taking account of allowable absence)		
	70% attendance at the Generic Curriculum teaching sessions		
	Signed Probity and Health Declarations	Completed	
	Completion of the required amount of SLEs and assessments, required by Wales FS: <ul style="list-style-type: none"> • Direct Observations of Doctor/Patient Encounters (DOPS) <ul style="list-style-type: none"> • Mini CEX • CbD • TAB 	6 minimum 6 minimum 6 minimum 2 satisfactory	
	Developing the clinical teacher	One	
	20 Foundation Professional Capabilities	Meeting or exceeding the minimum expected standard of performance.	
	Core procedures (All 15 GMC mandated procedures) <i>The core procedures from F1 do not need to be repeated in F2, but evidence of the F1 sign off is required for successful completion of the Foundation Programme</i>	Satisfactory evidence of completion	
	Completed GMC Trainee Survey	Completed	
	A valid Advanced Life Support certificate (F1)	Completed	
	Satisfactory Completion of the Prescribing Safety Assessment (F1)	Completed	
	Form R (mandatory for F1 & F2)	Completed	
	Evidence of participation in systems of quality assurance and quality improvement projects	Completed	
	F2 Career Destination Survey 2019 (<i>not available until May/June</i>)	Completed	
Placement 1	Combined Supervisor Induction meeting	Completed	
	Combined supervisor end of placement report	Completed	
	Post assessment form	Completed	
Placement 2	Clinical Supervisor Induction meeting	Completed	
	Clinical supervisors end of placement report	Completed	
	Educational supervisors end of placement report	Satisfactory	
	Post assessment form	Completed	
Placement 3 <i>To be completed by end of May</i>	Clinical Supervisor Induction meeting	Completed	
	Clinical supervisors end of placement report	Completed	
	Educational supervisors end of placement report	Satisfactory	
	Post assessment form	Completed	

F2 Core Curriculum Study Days 2018/19

The following information applies to F2 Doctors only.

50% of the F2 Core Curriculum teaching programme is delivered via study days. The purpose of the study days is to provide standardised teaching of topics that can be delivered through a central process, in order to improve the consistency of teaching sessions across Wales. It is also hoped that the study day will make it easier for you to attend a minimum of 70% of these sessions. Attendance at all three days will count for 50% towards the total attendance at generic curriculum teaching. **Attendance is mandatory.**

The study days will cover the following topics and take place in the following periods:

Study Day One – Monday 8th October 2018 to Friday 9th November 2018

- Teaching & training
- Life as a GP/Specialist
- 'Life after F2' (Careers & revalidation)
- SEPSIS

Study Day Two – Monday 4th February 2019 to Friday 15th March 2019

- Screening (A patient's story)
- Leadership and team working
- End of life decisions
- Frailty (FOPAL)

Study Day Three – Monday 15th April 2019 to Friday 17th May 2019

- Managing Stress in the workplace
- Complaints & Communication
- Major Trauma
- The role of NICE

Where will the day be held?

There will be three different study days; one in each four-month rotation, and each study day will be repeated in 7 centres across Wales during a nominated 6-week period.

You must apply for study leave at your local Postgraduate Centre to attend one of these sessions. There is a fee of £30 to attend the Study day, which you can apply for from your study leave budget. To book a place on your preferred study day you must complete the attached form and return, with payment, to the relevant postgraduate centre. The contact details are indicated in the table overleaf. Please note the following:

- You should aim to make your booking in the first two weeks of each 4 month placement (for the study day taking place in that period), to ensure you have a place on a Study day.
- You must apply for study leave to attend a study day.
- There are limited places available in each centre.
- Places will be allocated on a first come first served basis.
- You are free to apply to attend any session.
- Preference will not be given to Foundation Doctors working in the hospital where the study day is being held.

FAILURE TO ATTEND THE CURRICULUM STUDY DAYS MAY RESULT IN YOU NOT BEING SIGNED OFF AT THE END OF YOUR F2 YEAR.

F2 Core Curriculum Study Days – 2018/19

Booking form – Placement 1

Please complete this form and return to your preferred centre, with payment of £30.

You should telephone your first choice centre in advance to ensure they have places, before sending your form and payment. If the centre is full you will need to contact your second choice centre and so on. You should aim to make your booking in the first two weeks of your first four-month placement, to ensure you have a place on a study day.

Personal details

First Name		Surname	
Hospital you are currently working in (as an F2 Doctor)		Bleep number	
Telephone number		e-mail address	
Postal address			

Study Day details						
Please tick 1	Date	Local Health Board	Centre	Contact Name	Contact details E-mail & telephone number	Details of who the cheque should be made payable to
	Thursday 11 th October 2018	Betsi Cadwaladr (Central)	PG Centre, Glan Clwyd Hospital	Elaine Hughes	Elaine.Hughes2@wales.nhs.uk 01745 448788 ext 2788	Clwyd North Postgraduate Centre
	Monday 22 nd October 2018	ABM (East)	MPEC Princess of	Wendy Jones	WendyE.Jones@wales.nhs.uk 01656 752243	ABMUHB
	Friday 26 th October 2018	Aneurin Bevan	Postgraduate Centre, The Friars,	Bethan Jones	Bethan.Jones8@wales.nhs.uk Tel: 01633 238250 (Ext) 48125	Aneurin Bevan University Health Board
	Tuesday 30 th October 2018	Betsi Cadwaladr (East)	Wrexham Medical Institute	Kieran Owen	kieran.owen@wales.nhs.uk 01978 727899	BCUHB East
	Thursday 1 st November 2018	Cwm Taf (South)	Royal Glamorgan Lecture	Anna Lavers	01443 443571 Ext 4934 Anna.Lavers@wales.nhs.uk	CWM Taf NHS Trust
	Wednesday 7 th November 2018	Hywel Dda	Withybush Hospital	Helen Francis	Helen.Francis@wales.nhs.uk 01437 773723	Hywel Dda University Health Board
	Friday 9 th November 2018	Cardiff and Vale	Medical Education Department,	Sharon Goodwin	Sharon.goodwin@wales.nhs.uk 02920 746231	Cardiff & Vale UHB

You will receive confirmation once you have been booked onto a study day.

FAILURE TO ATTEND THE CURRICULUM STUDY DAYS MAY RESULT IN YOU NOT BEING SIGNED OFF AT THE END OF YOUR F2 YEAR.

F2 Core Curriculum Study Days – 2018/19

Booking form – Placement 2

Please complete this form and return to your preferred centre, with payment of £30.

You should telephone your first choice centre in advance to ensure they have places, before sending your form and payment. If the centre is full you will need to contact your second choice centre and so on. You should aim to make your booking in the first two weeks of your second four-month placement, to ensure you have a place on a study day.

Personal details

First Name		Surname	
Hospital you are currently working in (as an F2 Doctor)		Bleep number	
Telephone number		e-mail address	
Postal address			

Study Day details						
Please tick 1	Date	Local Health Board	Centre	Contact Name	Contact details E-mail & telephone number	Details of who the cheque should be made payable to
	Monday 11 th February 2019	Betsi Cadwaladr (West)	Postgraduate Department,	Rosalind Jones	rosalind.jones3@wales.nhs.uk (01248 384080/ WHTN 1746)	Postgraduate Department, Ysbyty Gwynedd
	Friday 15 th February 2019	Cardiff and Vale	Medical Education Department,	Sharon Goodwin	Sharon.goodwin@wales.nhs.uk 02920 746231	Cardiff & Vale UHB
	Tuesday 19 th February 2019	Aneurin Bevan	Postgraduate Centre, The Friars,	Bethan Jones	Bethan.Jones8@wales.nhs.uk Tel: 01633 238250 (Ext) 48125	Aneurin Bevan University Health Board
	Wednesday 6 th March 2019	Cwm Taf (North)	Cwm Taf (North), Prince	Donna Morgan	Donna.M.Morgan@wales.nhs.uk 01685 724418	Cwm Taf UHB
	Wednesday 13 th March 2019	ABM (West)	College of Medicine, Singleton	Shannon Gough	shannon.gough@wales.nhs.uk 01792 285027	Singleton Postgrad ABMU HB
	Thursday 14 th March 2019	Hywel Dda	Medical Education Centre,	Karen Evans	Karen.Evans12@wales.nhs.uk 01554 783249	Hywel Dda UHB
	Thursday 14 th March 2019	Betsi Cadwaladr (Central)	PG Centre, Glan Clwyd Hospital	Elaine Hughes	Elaine.Hughes2@wales.nhs.uk 01745 448788 ext 2788	Clwyd North Postgraduate Centre

You will receive confirmation once you have been booked onto a study day.

FAILURE TO ATTEND THE CURRICULUM STUDY DAYS MAY RESULT IN YOU NOT BEING SIGNED OFF AT THE END OF YOUR F2 YEAR

F2 Core Curriculum Study Days – 2018/19

Booking form – Placement 3

Please complete this form and return to your preferred centre, with payment of £30.

You should telephone your first choice centre in advance to ensure they have places, before sending your form and payment. If the centre is full you will need to contact your second choice centre and so on. You should aim to make your booking in the first two weeks of your third four-month placement, to ensure you have a place on a study day.

Personal details

First Name		Surname	
Hospital you are currently working in (as an F2 Doctor)		Bleep number	
Telephone number		e-mail address	
Postal address			

Study Day details						
Please tick 1	Date	Local Health Board	Centre	Contact Name	Contact details E-mail & telephone number	Details of who the cheque should be made payable to
	Tuesday 16 th April 2019	Betsi Cadwaladr (East)	Wrexham Medical Institute	Kieran Owen	kieran.owen@wales.nhs.uk 01978 727899	BCUHB East
	Wednesday 24 th April 2019	Betsi Cadwaladr (West)	Postgraduate Department, Ysbyty	Rosalind Jones	rosalind.jones3@wales.nhs.uk (01248 384080/ WHTN 1746 1888)	Postgraduate Department, Ysbyty Gwynedd
	Tuesday 30 th April 2019	Aneurin Bevan	Postgraduate Centre, The Friars, Royal	Bethan Jones	Bethan.Jones8@wales.nhs.uk Tel: 01633 238250 (Ext) 48125	Aneurin Bevan University Health Board
	Wednesday 1 st May 2019	ABM (West)	Education Centre, Morriston	TBC	TBC	ABMUHB
	Wednesday 8 th May 2019	Cwm Taf (South)	Royal Glamorgan Lecture	Anna Lavers	01443 443571 Ext 4934 Anna.Lavers@wales.nhs.uk	CWM Taf NHS Trust
	Thursday 9 th May 2019	Cardiff and Vale	Medical Education Department,	Sharon Goodwin	Sharon.goodwin@wales.nhs.uk 02920 746231	Cardiff & Vale UHB
	Thursday 16 th May 2019	Hywel Dda	Lecture Theatre, Postgraduate	Shelley Williams	Shelley.Williams3@wales.nhs.uk 01970 635806	Hywel Dda University Health Board

You will receive confirmation once you have been booked onto a study day.

FAILURE TO ATTEND THE CURRICULUM STUDY DAYS MAY RESULT IN YOU NOT BEING SIGNED OFF AT THE END OF YOUR F2 YEAR